



IDAHO DEPARTMENT OF PARKS & RECREATION

MINUTES

for
November 6th, 2003
Quarterly Board Meeting

Idaho Department of Parks and Recreation Headquarters
Boise, Idaho

IDAHO PARK AND RECREATION BOARD MEETING

November 6, 2003

IDPR Headquarters

Boise, Idaho

Chairman Ernest Lombard convened the quarterly board meeting at 8:30 a.m. in the Summit Conference Room in the IDPR Headquarters in Boise Idaho with the following board members attending:

Ernest J. Lombard, Chairman, Eagle
Robert M. Haakenson, Vice-Chairman, Hayden Lake
Jean McDevitt, Member, Pocatello
Doug Hancey, Member, Rexburg
Randall Rice, Member, Moscow

Also present during all or a portion of the meeting were the following individuals:

Rick Collignon, Director
Jan Johns, Administrative Assistant
Dan Shrillia Senior Financial Specialist
Rick Cummins, Administrator, Division of Management Services
Dean Sangrey, Administrator, Division of Operations
Steve Frost, South Region Manager
David White, North Region Manager
Garth Taylor, East Region Manager
Myron Johnson, Development Bureau Chief
C. Nicholas Krema, Deputy Attorney General, Natural Resources Division
Chuck Wells, Trails Program Supervisor
Randall Butt, Park Manager Farragut State Park
Tammy Kolsky, Reservation Program Manager
Dennis Woolford, Ranger Farragut State Park
Mark Weadick, Citizens Advisory Committee Farragut State Park
Barry Rosenberg, Citizens Advisory Committee Farragut State Park
George Guedel, Citizens Advisory Committee Farragut State Park
Sharon Hubler, Idaho Foundation of Parks and Land

0:01 WELCOME GUESTS

Chairman Lombard welcomed the Citizens Advisory Committee Farragut State Park.

0:26 Mr. Haakenson extended his appreciation to the staff of IDPR for the kindness shown to him during his recovery from his neck injury. He presented Chuck Wells with a memento commemorating his ATV accident.

03:24 AGENDA

Chairman Lombard asked for any additions or deletions to the published agenda. Mr. Hancey asked that the Board make time on the agenda to discuss the status of Idaho Department of Parks and Recreation park managers' housing. There were no further additions or deletions to the minutes.

A G E N D A
IDAHO DEPARTMENT OF PARKS AND RECREATION
Quarterly Board Meeting
November 6th, 2003
IDPR Headquarters
Boise, Idaho

November 6, 2003

CALL TO ORDER:

8:30 a.m.

WELCOME:

Introduce Guests - Chairman Ernest Lombard

AGENDA:

Additions or deletions to the printed agenda

APPROVAL OF MINUTES:

August 4-5, 2003

Staff Presentations to the Board:

8:40 a.m. Park YTD Attendance Revenue Report
Dean Sangrey

9:09 a.m. Development Project Status and
Score Card Myron Johnson

9:32 a.m. Farragut State Park Citizens Report

9:58 a.m. Introduction of Dave Claycomb, Motorized Trail
Program Manager and Corby Christensen,
Motorized-Non-motorized Boating Program
Manager Dean Sangrey

Old Business

10:03 a.m. Heyburn Cruise Boat Update David White

10:40 a.m. Reservation System Update Tammy Kolsky

BREAK

11:30 a.m.

11:55 a.m. Board Policy Review Update Rick Cummins

ACTION ITEMS:

12:28 a.m. Review of Commercial Use Survey
Dean Sangrey

LUNCH

12:40 p.m. Shakespeare Festival Event Facility

1:42 p.m. Park 'N' Ski Program Approved Site List
Dean Sangrey

1:45 p.m. Castle Rock Hunting Policy Dean Sangrey

1:53 p.m. Vehicle Management Dean Sangrey

2:05 p.m. Public Forum

2:05 p.m. Advisory Committee Nominees Chuck Wells

2:28 p.m. Quarterly Budget Report Dan Shrilla
Financial Benchmarking

3:04 p.m. Overview of Nordic Program Initiative
Leo Hennessy

BREAK

3:00 p.m.

3:45 p.m. Attorney General's Report Nick Krema

4:10 p.m. Director's Report Director Collignon

- Legislative Action Update
- Update on Outdoor Education Program Development
- Update on Bruneau Dunes and Idaho Paints Idaho fundraising projects

- Board involvement in Staff Development and Awards Programs
- Review of equipment leasing program

ADJOURNMENT:

5:27 p.m.

THE BOARD

MISSION: To promote the general welfare and enhance the quality of life for present and future generations by developing and protecting, where needed, the state's significant natural and cultural heritage. To promote the appropriate use of recreation as a means of enriching society and the wholesome enjoyment of life. To provide a balance between individual rights and what is best for the common good. To educate and lead people to a part of the natural world. To touch the lives of all Idahoans in some positive way. To work with other agencies and groups who are interested in the goals we may have in common. To maintain close contact with constituent concerns and represent their needs to the department. To be visionary in providing policy, direction, and leadership to staff. To advocate adequate funding for the agency's activities.

- (1) This is the final agenda. Copies of the agenda will be available at the Idaho Department of Parks & Recreation, 5657 Warm Springs Avenue, Boise, Idaho. The agenda can also be found on the Department Website (www.idahoparks.org) If you have questions or would like to arrange auxiliary aids or services for persons with disabilities, please contact the Department Administrator of Management Services at 208-334-4199. Accommodations for auxiliary aids or services must be made no less than five (5) working days in advance of the meeting.
- (2) The Consent Agenda addresses routine items the board may approve without discussion. An item may be moved from this agenda area to another at the request of the Board.
- (3) The Action Items address policy and program. items the Board may wish to discuss prior to making a formal recommendation or decision. An item may be moved from this agenda area to another at the request of the Board.
- (4) The Director's Report provides information only. An item may be moved from this agenda area to another at the request of the Board.

03:26 APPROVAL OF THE MINUTES OF THE AUGUST 4-5, 2003 QUARTERLY BOARD MEETING

Chairman Lombard called for a motion to approve the minutes of the August 4-5, 2003 Quarterly Board meeting as presented.

03:27 Mr. Haakenson moved that the August 4-5, 2003 Board minutes be approved. Ms. McDevitt seconded the motion.

All votes were cast in the affirmative.

03:45 Park Year-to-Date (YTD) Attendance Revenue Report

Mr. Sangrey shared that overall the attendance has continued to be very strong through the third quarter. The YTD figures are up approximately 2% ahead of 2002 numbers. North Region had an increase of 6% and South Region was up almost 10% over last year's figures. The East Region totals were down for the period by 15%. YTD camper units reflected a strong increase of up 5%.

The process of gathering the YTD information is still being worked on. Since the last Board meeting, a workgroup has been established that will be reviewing the visitation formula and work to create a formula that will reflect more accurate numbers.

Discussion followed.

Ms. McDevitt shared her concerns regarding the consistency of counting the park attendance. Mr. Sangrey responded that the workgroup would be working on this aspect as well and that he will present more information at the next Board Meeting.

Mr. Hancey commended the staff on the increase of revenue and a job well done.

12:50 Development Project Status and Score Card

Mr. Johnson stated that the Development section was looking at several projects including a Capital Inventory Needs Program (CIN). One of the programs involved with CIN is to visit every park, and, subsequently, look at every facility that IDPR has, date these facility as well GPS map them. After documenting this information, a report will be compiled consisting of a composite list of the oldest facilities and the order of importance for the repairs needed. In addition, a survey of the major projects that are to be funded in the next several years will be included. By the end of November, the baseline information should be completed. The first concentration of this program will be on the roadways in the parks.

The Development section was also working with the National Forest Service to review plans at Glade Creek Overlook. This area is an encampment of the Lewis and Clark expedition to the West. The National Parks Service shared information with IDPR that there is money available through the National Trails Program of which this particular site qualifies. IDPR will be submitting an application January 15, 2004. Mr. Johnson hopes to receive confirmation by March 15, 2004.

Hells Gate's final eight camper cabins are being set in place. The delay for setting the cabins was due to the fact that Hell's Gate contains numerous cultural resource sites. The Nez Perce Indian tribe had many encampments along the river. In order to make sure that the cabins were not placed on tribal artifacts, IDPR agreed to have ground-penetrating radar used. The findings in a 56-page report confirmed that the area had no significant artifacts. Consequently, IDPR has been cleared to proceed with the placement of the camper cabins.

The Development section is also implementing a list of potential statewide park host/volunteer campsites. The goal is to implement six to twelve sites per year.

At Farragut State Park Lakeview campground, three preliminary designs have been offered from our consulting firm with a time line of building a new campground in 2005.

At Hells Gate visitor center, the design award has been given. IDPR received approval from SHPO to begin the project. This project is scheduled to be completed July 2004. The grant from the National Trails Program also applies to the Hells Gate Center for an Interpretive Center. Consequently, IDPR will be applying for a matching grant of \$250,000 as matching funds are available.

At Ponderosa State Park's Kokonee Cove, plans are under way for most sub-standard structures to be removed and a plan is being created for a new RV site. An architectural firm has been hired to look at the traffic patterns to consider what types of improvements can be made for a

better traffic flow for in and out of the park. In addition, a schematic plan is being developed for the Ponderosa visitor center. Approximately \$5,000,000 is planning to be spent over three years on this project.

IDPR received a \$160,000 for title 28 grant for Lake Cascade State Park for the upgrade of campgrounds. Majority of the money will be used for ADA accessible access as well as a marina study for a possible new marina.

Discussion followed.

34:17 Farragut State Park Citizens Advisory Committee Report

Mr. David White introduced the new Park Manager Randal Butt to the Board Members. Mr. White proceeded to discuss the Farragut Master Resource Plan and the concerns that have been brought forth. These concerns resulted in creating a citizens advisory committee to assist in the implementation. The advisory committee has developed a set of recommendations and presented these to the Board Members and staff.

Mr. White thanked Mr. George Guedel, Barry Rosenberg and Mark Weadick of the Farragut State Park Citizens Advisory committee (CAC) as well as the other members of the committee for their time and effort. In addition, Mr. White thanked David Leptich from the Idaho Department of Fish and Game who was secretary for the group. Dennis Woolford, Park Ranger from Farragut was the facilitator for the meetings.

Mr. Guedel addressed the Board about the citizens advisory committee in hopes of establishing the credibility for the work that the committee has done. As Farragut State Park is one of the heaviest used state parks in Idaho, the concerns of the local communities need to be taken into consideration. The committee produced the "Farragut State Park Citizens Advisory Committee Recommendations". All the members of Citizens Advisory Committee agreed on all recommendations as presented.

Mr. Weadick discussed the Ponderosa pine management and the timbers harvest on the lakeshore area as well as the Ponderosa pine restoration. The CAC recommends that there be no logging in a specifically defined portion of the lakeshore area that borders Idlewild Bay. This recommendation was based on the strong opposition to logging that was expressed by local citizens that frequently used that portion of the park. However, this recommendation does not preclude logging public hazard trees or logging trees that have been affected by unusual weather conditions. The revenue generated from timber sales from other portions of the park should be held in reserve within the park to help fund other non-commercial natural resource management projects such as pre-commercial thinning, planting and weed control.

Mr. Rosenberg addressed the Board regarding the CAC belief that there should not be any major development until the master plan for Farragut State Park is updated. The last update of the plan was in 1975. Mr. Rosenberg said that Idaho Department of Fish and Game has a master plan for Farragut State Park, "Long Term Management Plan for Wildlife" which was created in 1999.

Chairman Lombard thanked the CAC members for their hard work and shared the Board's appreciation for their interests and efforts. Chairman Lombard asked for a definition of "pre-commercial thinning." Mr. Weinick explained pre-commercial thinning meant a harvest or non-commercial cutting of non-commercial size trees i.e. young stands that have no commercial value but need to be thinned.

Discussion followed.

1:01:48 Introduction of Dave Claycomb, Motorized Trail Program Manager and Corby Christensen, Motorized/Non-Motorized Boating Program Manager

Mr. Sangrey introduced the Mr. Christensen and Mr. Claycomb to the Board. The Program Managers shared a brief summary of their background and what some of their future goals would be for their specific programs.

1:03:48 Heyburn Cruise Update

Mr. White updated the Board regarding the Idaho, the IDPR cruise boat, at Heyburn State Park. North Region staff held a contest for an official logo for the cruise boat. The logo was chosen and is now used on all information that goes out to the public. Four goals for the cruise boat were set by the North Region staff, which included:

- further enhance interpretation of the park opportunities
- provide a catalyst for economic growth and privatization
- co-ordinate marketing with local communities
- enhance IDPR's partnership with the Coeur d'Alene tribe

In order to accomplish these goals, Heyburn State Park continued reducing the schedule of cruises but increased the total number of brunch and dinner cruises. In addition, cruise specials were offered to help market the cruise boat. The park allowed all the campers to go free on the special event, scenic and interpretive cruises as well as family friendly rates were created for non-camping families. The park worked with several local groups to promote the boat and develop special event cruises. These groups included Chamber of Commences, Rotary Clubs and local resorts. An agreement was entered into with the St. Marie's Sandwich Company and Catering Services for food services on the cruises. Marketing tools included:

- television and radio coverage
- seven different newspapers articles
- travel guide listings
- telephone directories listing under Northern Idaho opportunities

The cruise ran from Mother's day thru the first week in November. The total amount of passengers was 2300 compared to 1200 in the previous year. The net loss for the season was \$14,000 compared to \$20,000 last year. Following that trend, the Idaho should be in positive revenue within the next two years.

Discussion followed.

1:17:07 Reservation System Update

Ms. Kolsky presented an overview of the online reservation program capabilities to date that included parks offering online reservations via the Internet 24 hours per day, (seven) 7 days a week and 365 days per year. 95% of IDPR camping parks were active for the 2003 season. The statistic shared by Ms. Kolsky indicated that IDPR accepted 45,693 reservations of which 5,578 were placed over the Internet. The statistics through October reflected that IDPR exceeded the expected goal of camping units. The Director indicated that not only is the reservation system a service but also a powerful management tool for database and survey information, which will assist the needs of the camper. Ms. Kolsky discussed the new promotion of the IDPR gift card for camping trips that can be purchased online at the ReserveAmerica website.

The Board expressed their appreciation for all of Ms. Kolsky hard work and dedication to develop the reservation system to this point of service.

1:36:49 Bayview Chamber of Commerce Comments on the Campground Proposed for Farragut State Park

Mr. Guedel, representing the Chamber of Commerce of Bayview, stated that the proposed plan to put a RV campground between the two day-use parks is a concern to the day area users, as it will compromise the enjoyment of these users. The Chamber of Commerce asks that an alternative campground site be considered. Additionally, the Chamber of Commerce would like to share their concerns about the adverse impact on local privately owned RV parks should IDPR build a 100 space RV park. Because of the large amount of Washington state RV users camping at Farragut State Park, the Chamber of Commerce feels that IDPR is favoring the Washington citizens. Mr. Guedel stated that the local citizens are concerned that the park is being operated to the benefit out-of-state campers rather than the local users of the park. Idaho residents need to be taken into consideration as well.

Director Collignon said that the new RV Park at Farragut State Park is in very early planning stages and that all information is appreciated at this time. Before IDPR develops a plan, the proposal will be brought to the Board. .

Discussion followed.

Randall Rice requested that the Board give direction to the staff regarding Bayview and Farragut State Park. Director responded that the staff would present a plan at the January Board meeting.

Ms. McDevitt requested that the various plans from the different agencies and citizen groups be sent to the Board members. Chairman Lombard concurred and asked that the Development staff to look at alternative locations before the January meeting.

2:13:02 Board Policy Review Update

Mr. Cummins discussed the updating process of the Board Policy Manual. The manual is divided six sections and Mr. Cummins suggested the updating be divided into segments over the next three Board meetings allowing for proper time and discussion for each of the sections. Mr. Cummins discussed the new additions and changes to the Table of Contents.

Discussion followed.

2:21:18 Ms. McDevitt moved to approve the amendments of the Table of Contents of the current Board Policy Manual as presented by Mr. Cummins. Mr. Haakenson seconded the motion. The Chair asked for further discussion. Hearing no more discussion, the Chair called for a vote on the motion. All votes were cast in the affirmative. Motion passed.

Mr. Cummins proceeded to present the Board with the changes to Administration section of the Board Policy.

Discussion followed.

Ms. McDevitt suggested that a policy be written that an annual awards meeting for the staff, including seasonal, volunteers, part time and full time be held once a year. She would like to have this brought to the next Board meeting.

Discussion followed.

2:38:21 Ms. McDevitt moved that the Board accept the changes to the Board Policy Manual in the administration section as presented by Mr. Cummins. Mr. Haakenson seconded the motion. The Chair asked for further discussion. Hearing no more discussion, the Chair called for a vote on the motion. All votes were cast in the affirmative. Motion passed.

2:40:25 Ms. McDevitt requested that the advisory committee alternates be included in the meeting process as well as receiving the information packet. Ms. McDevitt would like the alternates to attend the meetings but not be a voting member. This will allow the alternates to be able to participate in the discussion and be aware of the issues discussed.

Mr. Cummins responded that some of IDPR Advisory Committees do not have alternates. Mr. Cummins agreed that many of the alternates are not as well as informed as they should be. Mr. Cummins stated that in order to change the description of duties of an alternate, the IDAPA rules would need to be re-visited.

Discussion followed.

2:45:56 Commercial Use Survey Reviewed

Mr. Sangrey discussed the completed comprehensive review of commercial outfitters that operated within the IDPR boundaries. The focus of the review was on both commercial outfitters and guides who had permission for operating within the parks boundaries and as well as those operating within the parks boundaries that did not have the required IDPR permit but continued to offer services to paying customers. The results were that of the 17 operations surveyed, nine (9) had permits and eight (8) did not. Mr. Sangrey submitted a draft of permit procedure and associated fee schedule to the Board for their review. (*See attachment 1*). With the completed information in process, Mr. Sangrey suggested that it is now time to adopt a standardized procedure for commercial use in the parks. The permit would require a percentage of the outfitter's gross annual income be charged and given to IDPR.

Discussion followed.

Mr. Sangrey asked for guidance for standardization on this continuing effort from the Board. The Board asked that further research be conducted on this matter and be brought back to the Board at the January meeting.

3:09:20 Park N' Ski Approved List

Mr. Sangrey asked the Board to formerly remove Ponderosa and Harriman State Parks from the Park N' Ski program and approve the establishment of the Park N' Ski ara list in the Board Policy which includes Banner Ridge, Gold Fork, Whoop-Um-Up, Fourth of July Summit, Palouse Divide, Elk River, Fish Creek Meadows, Brimstone/Buffalo River, Bear Gulch/Mesa Falls, Fall River Ridge and Mink Creek Park N' Ski areas as IDPR designated Park N' Ski sites.

Discussion followed.

3:11:15 Mr. Haakenson moved to accept the staff's recommendation to formerly remove Ponderosa and Harriman State Parks from the Park N' Ski program and approve the establishment of the Park N' Ski list in the Board Policy which includes Banner

Ridge, Gold Fork, Whoop-Um-Up, Fourth of July Summit, Palouse Divide, Elk River, Fish Creek Meadows, Brimstone/Buffalo River, Bear Gulch/Mesa Falls, Fall River Ridge and Mink Creek Park N' Ski areas as IDPR designated Park N' Ski sites. Ms. McDevitt seconded the motion. The Chair asked for further discussion. Hearing no more discussion, the Chair called for a vote on the motion. All votes were cast in the affirmative. Motion passed.

3:12:41 Hunting Authorization and Exceptions

Mr. Sangrey read to the Board the current IDAPA Rule 26.01.20.575 that states "All molesting, injuring, or killing of any wild creature is strictly prohibited, except as provided by action of the Board and as established in the Board Policy." Mr. Sangrey asked that Castle Rock State Park be included in the current list of exceptions to the prohibited hunting provisions. In addition, Mr. Sangrey discussed the need to have parks establish "signed" safety zones within the parks. These safety zones would be restricted areas to help protect the safety of park staff as well as visitors.

Mr. Sangrey asked that the Board accept the recommendations of the amendment to IDAPA 26.01.20.575 a) three hundred (300) foot safety zones may be designated by the park manager or designee in effected locations and b) include Castle Rocks State Park to the list of prohibitive hunting exceptions and that Castle Rocks be open to all hunting under the Board Policy.

Discussion followed.

3:16:11 Mr. Haakenson moved to accept the staff's recommendations of the amendment to IDAPA 26.01.20.575 a) three hundred (300) foot safety zones may be designated by the park manager or designee in effected locations and b) include Castle Rocks State Park to the list of prohibitive hunting exceptions and that Castle Rocks be open to all hunting under the Board Policy. Ms. McDevitt seconded the motion. The Chair asked for further discussion. Hearing no more discussion, the Chair called for a vote on the motion. All votes were cast in the affirmative. Motion passed.

3:17:25 Vehicle Management Policy

Mr. Sangrey presented to the Board a copy of the vehicle management policy (*See Attachment 2*). This management policy provides IDPR staff the ability to more effectively manage the IDPR vehicle fleet. One of the key objectives of the new process is to establish a well-documented record of a vehicle's history so that informed decisions can be made relative to retention or disposal of the vehicle. Mr. Sangrey asked that the Board to approve the policy as presented to the Board.

Discussion followed.

3:31:11 Mr. Haakenson moved that the Board approve the staff's recommendations on the Vehicle Management Policy as presented to the Board. Ms. McDevitt seconded the motion. The Chair asked for further discussion. Hearing no more discussion, the Chair called for a vote on the motion. All votes were cast in the affirmative. Motion passed.

3:33:05 Advisory Committee Nominees

Mr. Wells presented the nomination list for the five (5) citizen advisory committee, one from each of the recreation grant programs. Mr. Wells asked the Board to nominate and appoint committee members to the appropriate committees from the applicant list (*See Attachment 3*).

3:36:51 For the Waterways Improvement Fund (WIF) Region 1, Mr. Haakenson moved to nominate Ross Walkinshaw. Ms. McDevitt seconded the motion. The Chair asked for further discussion. Hearing no more discussion, the Chair called for a vote on the motion. All votes were cast in the affirmative. Motion passed.

3:38:56 For the Waterways Improvement Fund (WIF) Region 3, Mr. Hancey moved to nominate Gordon Cruickshank as primary. Mr. Rice seconded the motion. The Chair asked for further discussion. Hearing no more discussion, the Chair called for a vote on the motion. All votes were cast in the affirmative. Motion passed.

3:40:48 For the Off-Road Motor Vehicle Fund (ORMV) Mr. Haakenson moved to nominate Don McPherson for primary and Robert Weust as alternate. Mr. Rice seconded the motion. The Chair asked for further discussion. Hearing no more discussion, the Chair called for a vote on the motion. All votes were cast in the affirmative. Motion passed.

3:45:45 For the Snowmobile ORMV position in Region 3-4, Mr. Hancey moved to nominate John Cooper as primary and Darrin Lamb as alternate. Mr. Haakenson seconded the motion. The Chair asked for further discussion. Hearing no more discussion, the Chair called for a vote on the motion. All votes were cast in the affirmative. Motion passed.

3:49:28 For the Recreational Trails Program Equine position, Mr. Hancey moved to nominate Brent Bill as primary and Karen Crosby as alternate. Ms. McDevitt seconded the motion. The Chair asked for further discussion. Hearing no more discussion, the Chair called for a vote on the motion. All votes were cast in the affirmative. Motion passed.

3:52:10 For the Motorbike/ATV, Region 5 and 6 Mr. Hancey moved to nominate Dave Kahn for primary and Curtis Keller as the alternate. Ms. Jean McDevitt seconded the motion. The Chair asked for further discussion. Hearing no more discussion, the Chair called for a vote on the motion. All votes were cast in the affirmative. Motion passed.

3:53:02 Financial Statement

Mr. Shrilla presented to the Board the IDPR's fiscal year 2004 financial statements for the first quarter ending September 30, 2003, which included a summary of the financial status by Division.

Management Services:

- *Personnel:* The overall percentage of personnel obligated is 23.68% compared to 23.9% last fiscal year for the same time period. Expenditures are in line with the agency's appropriation and projections.
- *Operating:* Percentage obligated at the end of the first quarter is 35.70% compared to 39.49% last fiscal year for the same time period. First quarter expenditures include one-time payments to other state agencies for services related to accounting, payroll, and attorney general fees. With the exception of a \$10,000 expense for a new voice mail system at headquarters, expenditures were in line with projections.
- *Capital:* Funds allocated for capital will be expended for computer equipment and a replacement vehicle for headquarters motor pool.

- *Trustee & Benefits:* As grants are approved by the Board and awarded, funds are expended or encumbered. At the end of the first quarter, expenditures and encumbrances appear in alignment.

Operations:

- *Personnel:* Percent obligated at the end of the first quarter is 25.82% and 44.95% in the General (0001) and the Park & Recreation Fund (0243) respectively. Comparing total personnel expended to appropriation for all funds, expenditures are about the same as last fiscal year for the same time period. The General Fund appropriation and related expenditures is predominantly classified personnel while the Park & Recreation Fund is allocated for seasonal salaries.
- *Operating:* The total percent obligated is 25.89% at the end of the first quarter compared to 24.63% last fiscal year for the same time period. Expenditures appear to be normal throughout the various programs.
- *Capital:* There has been limited activity in the purchase of capital items. Park and program managers generally place orders for capital items after the busy season. In addition, vehicles needing replacement are ordered through state purchasing each spring.

Capital Projects:

Capital: Appropriated amounts include prior year carryovers. This Division has two years spending authority because of the time required to complete construction projects. See the report provided by the Development Bureau regarding project status for more information.

As cash becomes available in funds 0410.01 and 0496.03 Park Land Trust to support the appropriated amounts shown, planned projects can move forward.

Mr. Shrillia proceeded to discuss the cash balances with a summary for the increases and decreases in the funds.

Discussion followed.

Mr. Shrillia asked that the Board approve the financial report as presented.

4:31:14 Ms. McDevitt moved to accept the staff's recommendation for approval of the IDPR's Fiscal Year 2004 Financial Statements for the first quarter ending September 30, 2003 as presented. Mr. Haakenson seconded the motion. Chair asked for further discussion. Hearing no more discussion, the Chair called for a vote on the motion. All votes were cast in the affirmative. Motion passed.

4:32:28 Overview of Nordic Program Initiative

Mr. Hennessey discussed the six (6) public meetings that took place across the state this summer to inform as well as listen to the public input regarding IDPR's yurt program expansion proposals, Park N' Ski fee modifications, and new premium Nordic ski grooming program. The meetings were designed to provide a forum for users to share information regarding present issues and discuss ideas to improve and expand the Nordic ski opportunities in Idaho. Mr. Hennessey also looked at four potential sites that have promising possibilities for duplication of the Idaho City yurt system. Further research is needed at this time.

Discussion followed.

5:02:32 Attorney General's Report

Mr. Krema noted that the Heyburn State Park litigation has been finalized. There is litigation ongoing at Lakeview Village with a lessee that is delinquent on her mobile home payment. The lessee has been served papers and a response is due in the middle of November 2003. Mr. Krema believes that this is a trend that IDPR will see as the Lakeview Village Mobil Home facility changes to a public recreational asset of the state. In addition, Mr. Krema said that the leases at Lakeview would be up in September 2004.

5:36:46 Director's Report

Director Collignon discussed the upcoming legislative agenda. At this time, the Veterans have drafted legislation and are looking for a sponsor. This legislation requests that Idaho veterans who incurred a 40% disability would receive free use of the state parks. Director Collignon proceeded to update the Board on Outdoor Education Program Development. The Director plans to collect data from a 50 state survey that has been conducted to review what other states are requiring for their OHV safety standards. By gathering this information, IDPR staff will be able to focus on what the needs are for our state. As the survey is reviewed, the Director will bring back further information to the Board in the January and April board meetings.

Concerning fund raising projects, grants are still being sent out for the Bruneau Dunes Science Center but to date the agency has not received any dollars for the project. Idaho Paints Idaho project received 84 entries and selection has been made for winners and a gala event is planned on May 1st, 2004.

On November 19th, 2004 from 3:30-5:30 p.m. IDPR will be holding its annual award ceremony via videoconference. Three locations have been reserved for viewing of the conference.

In reviewing of the equipment-leasing program, Director Collignon said that the information on the leasing equipment would be brought to the January meeting.

Idaho Department of Fish and Game (IDFG) contacted IDPR for suggestions and perhaps assistance in managing a piece of property that is owned by IDFG. The ten-acre property, Myrtle Beach, is located on the Clearwater River outside of Lewiston. Conflicts within the community of Myrtle have risen as driving through the small community is the only way to access the entrance to the park. A privacy fence is being considered and/or rerouting the entrance so that the traffic (users) would not access the park by going through the town of Myrtle.

Mr. Hancey requested an update on the conditions of the park managers' housing. Director Collignon assured Mr. Hancey that the housing is being upgraded as needed.

Ms. McDevitt asked about our philosophy for master plans and resource plans.

Discussion followed.

The Board requested that the Farragut State Park Master plan be sent to them. Mr. Rice requested a definition of a master plan versus a site plan.

The Director presented each of the Board Members with the IDPR 2004 poster designed by Jennifer Couture.

January 27th and 28th are the dates for the next Board meeting.

At 5:27 p.m. Chairman Lombard officially declared the meeting adjourned.

Ernest J. Lombard, Chairman
Idaho Park and Recreation Board

Richard J. Collignon, Director
and Ex-Officio Member of the Board